

CALDICOT TOWN COUNCIL

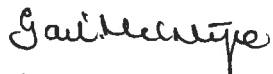
Sandy Lane  
Caldicot

5<sup>th</sup> July 2018

Dear Councillor

You are requested to attend a Meeting of Personnel Committee to be held at 9.30 am on Tuesday, 10<sup>th</sup> July 2018 at Caldicot Town Council

Yours faithfully



Gail McIntyre  
Clerk to the Council

AGENDA

Please note the use of mobile phones is strictly prohibited during meetings

- 1 Election of Chair
- 2 Apologies
- 3 Declarations of Interest
- 4 To Resolve – Exclusion of Press and Public – By virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the following items on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted:
  - a) Communications Assistant/Office Administrator – To Receive Oral Report following 6 month probationary period

TO: Cllrs O Edwards, D Evans, A Easson, F Rowberry, R J Higginson, W Conniff, M Mitchell